



**WASHINGTON STATE
CRIMINAL JUSTICE TRAINING COMMISSION
Police Training Officer #5601-4**

ADDITIONAL COURSE INFORMATION

Dates:	Apr 27- May 1, 2015
Location:	King County Precinct 3 22300 SE 231 St Maple Valley, WA 98038
Class Hours:	0800 -1700
Travel/Meals & Lodging:	Responsibility of the applicant or his/her agency
Costs:	\$75.00 Unfortunately, the WSCJTC is <i>unable</i> at this time to accept <i>credit cards</i> as a form of payment. Agencies will be invoiced.
Attire:	Casual attire is appropriate for classroom wear.
Identification/ Badges	It is the WSCJTC policy that your agency's official agency ID must be worn and visible (badges/agency ID) at all times while on campus. If you do not have an official agency ID, a student ID will be issued to you by your instructor.
Note-Taking:	**Laptop and power cord are highly recommended** Note-taking items such as notebook paper, pens, and pencils, will <u>not</u> be made available at the training site, and are the responsibility of each attendee.
Telephone:	EMERGENCY ONLY: 206-477-6446 Messages of a non-emergent nature will not be taken.
Firearms:	Firearms will not be used in this course.
Attendance:	Instructors must pre-approve <u>any time</u> out of class.
Cancellation Deadline:	April 20, 2015 Notify the Registrar's Office via e-mail registrar@cjtc.state.wa.us . Your agency will be billed <u>\$75</u> for late cancellations and no shows.
Responsibility for Injuries:	Although instructors will at all times maintain a high degree of care for the safety of all persons attending the school, it must, be understood that neither the Washington State Criminal Justice Training Commission, nor any of the cooperating agencies can or will assume financial responsibility for injuries or illness suffered as a result of any training received, nor can or will be responsible for any loss to students as a result of damage to

their property through fire, theft or other causes. Each attendee must understand that this training is at the attendee's own risk.